

# TOWN OF BELLEAIR SHORE, FLORIDA



## *ANNUAL FINANCIAL REPORT*

*FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021*

### TOWN COMMISSION

ROBERT E. SCHMIDT, JR., MAYOR

STEPHEN E. BLUME  
MICHAEL TOLBERT  
DEBORAH ROSEMAN  
DOROTHY NIEWIAROWSKI

### TOWN CLERK AND DIRECTOR OF FINANCE

BARBARA COLUCCI

TOWN ATTORNEY

REGINA KARDASH

INDEPENDENT AUDITORS

BMC CPAS

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September 30, 2021  
TOWN OF BELLEAIR SHORE, FLORIDA

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***INDEPENDENT AUDITORS' REPORT***



## INDEPENDENT AUDITORS' REPORT

The Honorable Mayor, and  
Members of the Town Commission  
Town of Belleair Shore, Florida

We have audited the accompanying financial statements of the governmental activities, the major fund, and the budgetary comparisons for the General Fund of the Town of Belleair Shore, Florida, as of and for the year ended September 30, 2021, and the related notes to the financial statements which collectively comprise the Town's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the overall financial statement presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Opinions

In our opinion the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the budgetary comparisons for the general fund of the Town of Belleair Shore, Florida, as of September 30, 2021 and the respective changes in financial position, and the respective budgetary comparisons for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis (as listed in the table of contents) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 30, 2022, on our consideration of the Town of Belleair Shore, Florida's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Belleair Shore, Florida's internal control over financial reporting and compliance.

BMC CPAs

April 11, 2022

***MANAGEMENT'S DISCUSSION AND ANALYSIS***

## MANAGEMENT'S DISCUSSION AND ANALYSIS

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As financial management of Town of Belleair Shore, Florida, (hereinafter referred to as the "Town"), we offer the readers of these basic financial statements this narrative overview and analysis of the Town's financial activities for the fiscal year that ended on September 30, 2021. This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. We encourage readers to consider the information presented here in conjunction with the financial statements, which follow this section, taken as a whole.

### Financial Highlights

- The total assets of the Town of Belleair Shore, Florida exceeded its liabilities (net position) at the close of the most recent fiscal year by \$557,372, compared to \$531,272 one year earlier. Of this amount, \$522,878 (unrestricted net position) may be used to meet the Town's ongoing obligations to citizens and creditors.
- During 2021, gross revenues from governmental activities of the Town increased by \$17,486 to a total of \$150,619, compared to a total of \$133,133 in 2020. Expenses for governmental activities totaled \$124,519 in 2021 compared to \$107,110 in 2020.
- The Town's governmental fund balance increased by \$28,215 in 2021 compared to an increase of \$28,138 in 2020. This represents an increase of 5.7% above the prior year's net position.
- The Town's governmental fund reported fund balance is \$522,878 at the end of the current fiscal year, an increase of \$28,215 over the \$494,663 from one year earlier. All of this amount is available for spending at the Town's discretion (unassigned fund balance).
- At the end of fiscal year 2021, unassigned fund balance for the General Fund was \$522,878 or 427.1% of the total 2021 General Fund expenditures, which represents 1,559 days (or over 4.27 years) of excess funds. This represents an increase of \$28,138 over the \$494,663 reported at the end of 2020.

### Overview of the Financial Statements

The Town's basic financial statements are comprised of three parts: 1) management's discussion and analysis, 2) the basic financial statements (including government-wide financial statements, fund financial statements, and notes to the financial statements), and 3) required supplementary information, including budgetary comparisons and other selected financial data.

Management's Discussion and Analysis (MD&A) is intended to serve as an introduction to the basic financial statements and required supplementary information. The MD&A represents management's examination and analysis of the Town's financial condition and financial performance as a whole. Summary financial statement data, key financial and operational indicators used in the strategic plan, budget, and other management tools were used for this analysis.

The basic financial statements include two kinds of statements that present different views of the Town. The first two statements consist of entity-wide financial statements that provide both the short- and long-term financial information about the Town's overall financial status, including its governmental activities. These statements report information about the Town using full accrual accounting methods and economic resources focus as utilized by similar business activities in the private sector. Information concerning all of the Town's assets and liabilities, both financial and capital, and short-term and long-term debt are included. Likewise, all revenues and expenses received during the year, regardless of when cash is received or paid are reported. The remaining statements are fund financial statements that focus on individual parts of the Town government, reporting the Town's operations in more detail than the government-wide financial statements. These fund statements tell how general government services like public safety were financed in the short-term as well as what remains for future spending.

### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances in a manner similar to a private-sector business. The basic financial statements of the Town include a statement of net position and a statement of activities, which are described as follows:

- A statement of net position presents information on all of the Town's assets and liabilities at the end of its fiscal year, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the Town's financial position is improving or deteriorating. Net position increase when revenues exceed expenses. Increases to assets without a corresponding increase to liabilities results in increased net position, which indicates an improved financial condition.
- The statement of activities presents the results of business operations over the course of the fiscal year and information as to how the Town's net position changed during the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods such as delinquent taxes and earned but unused personal leave.

The government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*government activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town include general government services, public safety (police, fire and building inspection), highways and streets, solid waste, street lighting, stormwater management, and recreation and leisure services. The Town did not operate any proprietary, or business-type, activities during the past fiscal year.

The basic entity-wide financial statements can be found on pages 14 and 15 of this report.

### **Fund Financial Statements**

The fund financial statements provide more detailed information about the Town's most significant funds - not the Town as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The only fund of the Town is a governmental fund – the General Fund.



**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. These funds are reported using the modified accrual accounting method, which measures cash and all other financial assets that can be readily converted into cash. Such information is useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations can be found on pages 17 and 19.

The Town maintains only one individual governmental fund, the General Fund

The Town adopts an annual appropriations budget for the General Fund in accordance with state statutes. Budgetary comparison statements have been provided for each fund to demonstrate compliance with these budgets.

The basic governmental fund financial statements and budgetary comparisons for the major governmental funds can be found on pages 16 to 21 of this report.

**Notes to the Financial Statements.** The financial statements also include notes which provide required disclosures and other information that are essential to a full understanding of material data provided in the statements. The notes present information about the Town's significant accounting policies, account balances and activities, material risks, obligations, commitments, contingencies and subsequent events, if any. The notes to the financial statements can be found on pages 23 to 35 of this report.

### **Government-Wide Financial Analysis of the Town as a Whole**

**Net position.** As noted previously, net position may serve over time as a useful indicator of a government's financial position. This year, the Town's combined net position increased from \$531,272 to \$557,372, which represents an increase of \$26,100 or 4.9%, over amounts reported last year. Of this amount, approximately 6.2% is invested in capital assets (land, buildings, improvements, infrastructure, machinery and equipment), and is not available for future spending. Although the Town's investment in capital assets are reported net of related debt, it should be noted that under normal circumstances the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. The remaining portion represents the Town's unrestricted net position, the part of net position that can be used to finance day-to-day operations without constraints of enabling legislation or other legal requirements, and totaled \$522,878, or 93.8% of total net position at the end of 2021.

The following is a summary of net position at year end:

	Governmental Activities	
	2021	2020
Assets:		
Current and other assets	\$ 553,899	\$ 497,029
Capital assets, net	34,494	36,609
<b>Total assets</b>	<b>588,393</b>	<b>533,638</b>
Liabilities:		
Accounts payable and accrued expenses	2,472	2,366
Deferred revenues, ARPA funds	28,549	-
<b>Total liabilities</b>	<b>31,021</b>	<b>2,366</b>
Net position:		
Invested in capital assets	34,494	36,609
Unrestricted	522,878	494,663
<b>Total net position</b>	<b>\$ 557,372</b>	<b>\$ 531,272</b>

**Changes in Net position.** While the statement of net position shows a snapshot of the Town's financial position at the end of the fiscal year, the statement of changes in net position provides answers as to the nature and source of those changes. During 2021, the Town's combined net position increased by \$26,100, or 4.9% over the amount reported in the prior year. During this same period, the Town's total revenues increased by \$17,486 to a total of \$150,619 compared to a total of \$133,133 in 2020. This increase was primarily due to a rise in court fines assessed, around \$6,500 in delinquent ad valorem taxes collected, and various increases in intergovernmental revenues.

During 2021, approximately 73.2% of the Town's total revenue came from property taxes, and approximately 92.6 cents (compared to 93.3 cents in the prior year) of every dollar raised came from some type of tax (e.g. property taxes, sales tax, gas tax, utility tax, etc.).

Expenses incurred to operate the Town increased \$17,409 in 2021, as was anticipated by management in the development of the current year budget appropriations. This increase in expenses was primarily due to an increase in legal fees incurred to defend the Town in various legal issues. Overall, combined governmental activity expenses were relatively consistent with the prior year.

***Changes in Net position (Continued)***

	Governmental Activities	
	2021	2020
Revenues:		
Program revenues:		
Charges for services	\$ 10,481	\$ 5,245
General revenues:		
Property taxes	110,315	104,160
Intergovernmental	29,229	20,004
Investment income	594	3,724
<b>Total revenues</b>	<b>150,619</b>	<b>133,133</b>
Expenses:		
General government	77,215	63,141
Public safety	35,088	34,450
Physical Environment	12,216	9,519
<b>Total expenses</b>	<b>124,519</b>	<b>107,110</b>
<b>Increase (decrease) in net assets</b>	<b>26,100</b>	<b>26,023</b>
Net position, beginning of year	531,272	505,249
Net position, end of year	\$ 557,372	\$ 531,272

**Governmental Activities**

Revenues for the Town's governmental activities experienced an increase during 2021. Overall, the Town's governmental revenues totaled \$150,619, which represents an increase of \$17,486, or 13.1% over last year's reported governmental revenues totaling \$133,133.

Expenses for the Town's governmental activities totaled \$124,519 for fiscal 2021, which represents an increase of \$17,409 or 16.3% over last year's reported governmental expenditures totaling \$107,110. These expenses do not include amounts expended for capital outlay and for debt principal payments; however, they do include depreciation and amortization expense for the year.

**Financial Analysis of the Town's Funds**

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds.** The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As the Town completed the current fiscal year, its governmental fund (the General Fund) reported a fund balance of \$522,878 which was \$28,215, or 5.7%, more than the \$494,663 reported last year. All of this amount constitutes unassigned fund balance, which is available for spending at the government's discretion.

### General Fund Budgetary Highlights

In fiscal year 2021, the Town Council adopted the General Fund operating budget and did not amend the budget during the year. Revenues recognized were \$26,732 more than the budgeted revenues during 2021. Actual expenditures in the General Fund for the current fiscal year were \$1,284 less than the \$123,688 in budgetary amounts appropriated.

### Capital Assets

**Capital Assets.** At September 30, 2021, the Town had \$63,602 invested in land and improvements. This is the same amount the Town had invested in capital assets one year earlier. Accumulated depreciation on capital assets totaled \$29,108 and \$26,993 at September 30, 2021 and 2020, respectively. The Town's resultant net investment in capital assets totaled \$34,494 and \$36,609 at September 30, 2021 and 2020, respectively.

This overall investment in capital assets, net of depreciation, for all governmental activities is reflected in the following schedule:

#### A. Governmental Activities

	Balances 9/30/2020	Additions	Deletions	Balances 9/30/2021
Capital assets not being depreciated:				
Land	\$ 21,307	\$ -	\$ -	\$ 21,307
Total capital assets not being depreciated	<u>21,307</u>	<u>-</u>	<u>-</u>	<u>21,307</u>
Capital assets being depreciated:				
Improvements other than buildings	42,295	-	-	42,295
Total capital assets being depreciated	<u>42,295</u>	<u>-</u>	<u>-</u>	<u>42,295</u>
Less accumulated depreciation for:				
Improvements other than buildings	(26,993)	(2,115)	-	(29,108)
Total accumulated depreciation	<u>(26,993)</u>	<u>(2,115)</u>	<u>-</u>	<u>(29,108)</u>
Total capital assets being depreciated, net	<u>15,302</u>	<u>(2,115)</u>	<u>-</u>	<u>13,187</u>
Total capital assets, net	<u>\$ 36,609</u>	<u>\$ (2,115)</u>	<u>\$ -</u>	<u>\$ 34,494</u>

### Requests for Information

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. Questions concerning any of the information provided in this report, or requests for additional information should be addressed to the Office of the City Clerk, Town of Belleair Shore, Florida, 1200 Gulf Blvd., Belleair Shore, Florida 33786.

***BASIC FINANCIAL STATEMENTS***

TOWN OF BELLEAIR SHORE, FLORIDA  
STATEMENT OF NET POSITION  
September 30, 2021

	Primary Government Governmental Activities
Assets:	
Cash and cash equivalents	\$ 177,113
Investments	372,974
Due from other governments	3,812
Capital assets, net of accumulated depreciation	34,494
Total assets	588,393
Liabilities:	
Accounts payable and accrued liabilities	2,472
Unearned revenues - ARPA funds	28,549
Total liabilities	31,021
Net Position:	
Net investment in capital assets	34,494
Unrestricted	522,878
Total net position	\$ 557,372

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
STATEMENT OF ACTIVITIES  
For the Fiscal Year Ended September 30, 2021

Functions / Programs	Expenses	Program Revenues Charges For Services	Net Revenue (Expense) and Changes in Net Assets- Primary Government  Governmental Activities
Primary Government:			
Governmental activities:			
General government	\$ 77,215	\$ -	\$ (77,215)
Public safety	35,088	10,481	(24,607)
Physical environment	12,216	-	(12,216)
Total primary government	\$ 124,519	\$ 10,481	(114,038)

General revenues:

Property taxes levied for general purposes	110,315
Intergovernmental revenues	29,229
Investment earnings.	594
Total general revenues	140,138
Change in net position	26,100
Net position - beginning of year	531,272
Net position - end of year	\$ 557,372

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUND  
September 30, 2021

	<u>General Fund</u>
Assets:	
Cash and cash equivalents	\$ 177,113
Investments	372,974
Due from other governments	3,812
Total assets	553,899
Liabilities:	
Accounts payable	1,932
Accrued liabilities	540
Unearned revenue - ARPA funds	28,549
Total liabilities	31,021
Fund Balance:	
Unassigned	522,878
Total fund balance	522,878
Total liabilities and fund balance	\$ 553,899

The accompanying notes are an integral part of the financial statements.



TOWN OF BELLEAIR SHORE, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUND  
TO THE STATEMENT OF NET POSITION  
September 30, 2021

Fund balance - governmental fund	\$ 522,878
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds	<u>34,494</u>
Net position of governmental activities	<u>\$ 557,372</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUND  
September 30, 2021

	<u>General Fund</u>
Revenues:	
Taxes	\$ 110,315
Intergovernmental revenue	29,229
Court fines	10,481
Investment earnings	594
Total revenues	150,619
Expenditures:	
Current:	
General government	75,100
Public safety	35,088
Physical environment	12,216
Total expenditures	122,404
Excess of revenue over expenditures	28,215
Net change in fund balance	28,215
Fund balance, beginning of year	494,663
Fund balance, end of year	\$ 522,878

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUND TO  
THE STATEMENT OF ACTIVITIES  
For the Fiscal Year Ended September 30, 2021

Net change in fund balances - total governmental funds	\$	28,215
<p>Amounts reported for governmental activities in the statement of activities are different because:</p> <p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is depreciated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period:</p>		
Depreciation expense		<u>(2,115)</u>
Change in net position of governmental activities	\$	<u>26,100</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
 BUDGETARY COMPARISON SCHEDULE – GENERAL FUND  
 For the Year Ended September 30, 2021

	Budget Original & Final	Actual Amounts	Variance With Budget Favorable (Unfavorable)
<b>Revenues:</b>			
Taxes:			
General property taxes	\$ 100,361	\$ 108,436	\$ 8,075
Local option gas taxes	1,200	1,879	679
	101,561	110,315	8,754
Intergovernmental Revenue:			
State shared revenues:			
State revenue sharing	1,800	3,371	1,571
Infrastructure tax	6,116	15,410	9,294
Communications Svc. Tax	1,700	2,697	997
Local one-half cent sales tax	6,600	7,751	1,151
	16,216	29,229	13,013
 Court fines	 6,000	 10,481	 4,481
 Miscellaneous Revenues:			
Interest earnings	60	594	534
Miscellaneous revenue	50	-	(50)
	110	594	484
 Total revenues	 123,887	 150,619	 26,732

The accompanying notes are an integral part of the financial statements.

TOWN OF BELLEAIR SHORE, FLORIDA  
 BUDGETARY COMPARISON SCHEDULE – GENERAL FUND (CONTINUED)  
 For the Year Ended September 30, 2021

	Budget Original & Final	Actual Amounts	Variance With Budget Favorable (Unfavorable)
<b>Expenditures:</b>			
<b>Current:</b>			
Financial and Administrative:			
Personal services	14,750	12,993	1,757
Operating expenditures	22,600	15,308	7,292
	37,350	28,301	9,049
Legal Counsel:			
Operating expenditures	20,000	38,224	(18,224)
Comprehensive Planning:			
Operating expenditures	7,000	1,204	5,796
Other General Government:			
Operating expenditures	11,000	7,371	3,629
Total general government	75,350	75,100	250
Public Safety:			
Law Enforcement:			
Operating expenditures	35,088	35,088	-
Physical Environment:			
Garbage/Solid Waste Control Services:			
Operating expenditures	13,250	12,216	1,034
Total expenditures	123,688	122,404	1,284
Excess of revenue over (under) expenditures	199	28,215	28,016
Net change in fund balances	199	28,215	28,016
Fund balance, beginning of year	494,663	494,663	-
Fund balance, end of year	\$ 494,862	\$ 522,878	\$ 28,016

The accompanying notes are an integral part of the financial statements.

***NOTES TO THE FINANCIAL STATEMENTS***

TOWN OF BELLEAIR SHORE, FLORIDA  
NOTES TO THE FINANCIAL STATEMENTS  
September 30, 2021

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Town of Belleair Shore, Florida (the “Town”), have been prepared in accordance with accounting principles generally accepted in the United States of America, as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for promulgating governmental accounting and financial reporting principles. The following is a summary of the Town’s significant accounting policies:

**A. Reporting Entity**

The Town was incorporated in 1955 and established by Charter in accordance with Chapters 67-1107 of the laws of Florida (1982). The Town is approximately 43 acres and operates under the Town Commission form of government. The legislative branch of the Town is composed of an elected five-member Town Commission consisting of the Mayor and four commissioners. The Town Commission is governed by the Town Charter and by state and local laws and regulations. The Town Commission is responsible for the establishment and adoption of policy. The execution of such policy is the responsibility of the Town’s Clerk and Director of Finance, who serves at the discretion of the Commission. The Town provides its citizens with police, fire, EMS, and wastewater services through operating agreements with departments of Pinellas County, Florida. Solid waste disposal services are provided by a private entity under a contracting agreement.

The accompanying financial statements present the financial position and results of operations of the applicable fund governed by or dependent on the Town (the primary government). In evaluating the Town as a reporting entity, management has addressed all potential component units for which the entity may or may not be financially accountable and, as such, be included within the Town’s financial statements. No component units exist that require inclusion in the Town’s financial statements.

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements, comprised of the statement of net position and the statement of activities, report aggregated information for the overall government for all of the activities of the primary government. These statements do not report fiduciary funds or fiduciary component units such as retirement trust funds. Those activities are reported only in fund financial statements, when required. The effect of interfund activity has been removed from these statements, when applicable.

All of the Town’s activities are governmental activities which are supported from ad valorem and other taxes, intergovernmental revenues, charges for services, fines and forfeitures, and other nonexchange revenues. The Town does not engage in any business-type activities.

The Statement of Net Position presents the overall government’s financial position at year-end. The Statement of Activities presents direct expenses of a given function or segment offset by program revenues for the fiscal reporting period. The resulting net expense or revenue is then totaled and offset by general revenues producing the aggregate change in net position for the period. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment of the government. Taxes and other nonexchange revenues not properly included among program revenues are reported as general revenues.

TOWN OF BELLEAIR SHORE, FLORIDA  
NOTES TO THE FINANCIAL STATEMENTS  
September 30, 2021

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded as earned. Expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, unless accrued for grant reimbursements of costs previously funded by the Town. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Taxes, intergovernmental revenue, charges for services and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized and grouped into four classes, based on their principal characteristics. The accounting treatment for each type of transaction is as follows:

***Derived Tax Revenue***, defined as assessments imposed on exchange transactions. Examples include: sales taxes, franchise tax, utility taxes, etc. Assets from derived tax revenue are recognized in the period when the exchange transaction on which the tax is imposed or when resources are received, whichever occurs first. Revenues are recognized, net of estimated uncollectible amounts, in the same period that the assets are recognized. Resources received in advance are recorded as unearned revenue until the period of the exchange.

***Imposed Nonexchange Revenue***, result from assessments on nongovernmental entities, other than assessments on exchange transactions. Examples include: ad valorem (property) taxes, fines and penalties, and property forfeitures. Assets from imposed nonexchange revenues are recognized in the period when an enforceable legal claim to the assets arises or when the resources are received, whichever occurs first. Property taxes are recognized in the period for which the taxes are levied. All other imposed nonexchange revenues are recognized in the same period that the assets are recognized.

***Government-mandated Nonexchange Transactions***, frequently establish eligibility requirements before a transaction can occur. Examples include federal awards and state financial assistance. Until the requirements are met, the recipient does not have a receivable and the recognition of revenue received in advance is deferred. The providers (usually federal, state, and county governments) often offer resources on a reimbursement (“expenditure-driven”) basis at the time the recipient has incurred allowable costs under the applicable program.



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***Voluntary Nonexchange Transactions***, result from legislative or contractual agreements other than exchanges, entered into willingly by two or more parties. Examples include certain grants, entitlements, and donations by nongovernmental entities. Principal characteristics of these types of transactions are (1) they are not imposed on the provider or recipient, and (2) fulfillment of eligibility requirements is essential for a transaction to occur. Assets and revenues are recognized when all applicable eligibility requirements, including time requirements, are met. Resources received in advance are reported as unearned revenue.

The Town's accounts are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The focus of the governmental fund financial statements is on major funds.

The Town reports the following major governmental fund:

***General Fund*** - The General Fund is the principal fund of the Town which accounts for all financial transactions not accounted for in other funds. All of the current operating expenditures of the Town are financed through revenues received by the General Fund.

Amounts reported as program revenues include charges to customers for services, and fines collected. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes, except those that are statutorily restricted for special functional cost elements.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as they are needed.

#### **D. Assets, Liabilities, and Net Assets or Equity**

***Deposits and Investments.*** The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The Town's investment policies are governed by state statutes and local resolution. Allowable investment instruments include: bonds, notes, certificates of indebtedness, treasury bills, or other securities which are guaranteed by the full faith and credit of the United States of America, interest bearing savings accounts, interest bearing certificates of deposit and interest bearing time deposits. All of the Town's investments are reported at fair value.

***Receivables and payables.*** All trade and property tax receivables and amounts due from other governments are reported net of an allowance for uncollectible accounts, which is based upon management's analysis of historical trends.

All unpaid property taxes receivable at year end are at least 180 days past due, at which time the applicable property is subject to lien, and penalties and interest are assessed.

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**Prepaid Items** Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures or expenses when consumed rather than when purchased.

**Capital Assets.** Capital assets include property, plant, equipment and infrastructure assets. The terms general capital assets and general infrastructure assets relate only to the assets associated with governmental activities, whereas the terms capital assets and infrastructure assets relate to all such assets belonging to the Town. The Town has elected to report all known infrastructure assets and related depreciation expense on all infrastructure assets in the entity-wide statement of net position and statement of activities.

Capital assets are defined by the Town as assets with an initial individual cost of \$750 or more and an estimated useful life of more than one-year. Such assets are recorded at historical cost or estimated historical cost, if purchased or constructed. Contributed assets are recorded at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are only capitalized if they meet the dollar threshold above for capitalization.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized, but charged to operating expense as incurred. Major outlays for capital assets and improvements are capitalized as projects are constructed. Construction period interest is capitalized net of interest earned on unexpended construction funds and, therefore, depreciated over the remaining useful life of the related asset, when applicable.

Depreciation is reported for the primary government using the straight-line method (half-year convention in year of acquisition) calculated on a service-life basis to amortize the cost of the assets over their estimated economic useful lives, which are as follows:

<u>Assets</u>	<u>Years</u>
Buildings.....	15-40 years
Improvements other than buildings.....	15-40 years
Equipment.....	5-7 years
Infrastructure.....	15-50 years

The Town has historically recorded all easements and rights of way that are determined to have limited useful lives at estimated fair market value on the date received. The Town has elected to not retroactively report intangible assets that are determined to have indefinite useful lives. The Town does not have any intangible assets previously subjected to amortization that have now been determined to have indefinite useful lives.

**Unearned Revenue.** Unearned revenues are reported when potential revenue does not meet both the “measurable” and “available” criteria for the current period. Unearned revenue also arises when resources are received before it has legal claim to them. The revenue received in advance in the General Fund consists of prepaid occupational license revenue which will be recognized as revenue in future periods when collected and/or earned, and grant funds which will be recognized as revenue when they become available or as qualified grant expenditures are incurred.

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***Deferred Outflows/Inflows of Resources.*** In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred

outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources expense until then. The Town has one item that qualifies for reporting in this category. It is the deferred amount on defined benefit pension liabilities associated with the Florida Retirement System (FRS) and Florida Retirement System Health Insurance Subsidy (HIS). The deferred outflows related pensions are an aggregate of items related to pensions as calculated in accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*. A deferred amount on pension results from the recognition of the Town's proportionate shares of collective pension expense and collective deferred outflows of resources and deferred inflows of resources related to the pension plan. The deferred outflows related to pensions will be recognized as either pension expense or a reduction in the net pension liabilities in future reporting years.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The Town has only one type of item, which arises from FRS and HIS pensions, that qualifies for reporting in this category. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

***Fund Balance Flow Assumptions.*** Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

***Fund Balance Policies.*** In the fund financial statements, governmental funds report fund balance classifications that comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Those classifications are as follows:

***Nonspendable.*** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash such as inventories and prepaid amounts. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale unless the use of the proceeds from the collection of those receivables or from the sale of those properties is restricted, committed, or assigned.

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**Restricted.** This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation (i.e. when the government assesses, levies, charges, or otherwise mandates payment of resources from external resource providers and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation). The Town has classified forfeitures as being restricted because their use is restricted by State Statute for police investigative expenditures. Debt service resources are to be used for future servicing of the revenue note and are restricted through debt covenants. Infrastructure

Projects are restricted by State Statute and County laws and are legally segregated for funding of infrastructure improvements.

**Committed.** When applicable, this classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Town Commission. The Town Commission is the highest level of decision-making authority for the Town that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

**Assigned.** When applicable, this classification includes amounts that are constrained by the Town's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Town Commission or through the Town Commission delegating this responsibility to the Town Clerk through the budgetary process, as is authorized by the Town's Code of Ordinances.

**Unassigned.** This classification includes the residual fund balance for the General Fund and fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

The Town would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

**Net Position.** The government-wide financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted. Net investment in capital assets groups all capital assets into one component of net position; accumulated depreciation and the outstanding balances of debt that are attributed to the acquisition, construction or improvement of these assets reduce the balance in this category. Restricted net position includes all net position with external restrictions imposed by creditors, grantors, or laws and regulations of other governments. Unrestricted net position is the residual amount of net position of the Town that is not restricted for any particular purpose.

**Net Position Flow Assumption.** Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g. grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

TOWN OF BELLEAIR SHORE, FLORIDA  
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**Use of Estimates.** Management uses estimates and assumptions in preparing financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenses. Actual results could vary from the estimates assumed in preparing the financial statements.

**E. Recent Accounting Standards**

The following Governmental Accounting Standards Board (GASB) Statements have been implemented in the current financial statements:

- Statement 84, "*Fiduciary Activities.*" The objective of this statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. No action was required by the Town to implement this Statement. The provisions of this Statement are effective for reporting periods beginning after December 15, 2019.
- Statement No. 90, *Major Equity Interests.* The objective of this Statement is to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization. No action was required by the Town to implement this Statement. The provisions of this Statement are effective for reporting periods beginning after December 15, 2019

The Town is currently evaluating the effects that the following Governmental Accounting Standards Board (GASB) Statements, which will be implemented in future financial statements, will have on its financial statements for subsequent fiscal years.

- Statement 87, "*Leases.*" The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It is anticipated that no action will be required by the Town to implement this Statement. The provisions of this statement are effective for fiscal years beginning after June 15, 2021.
- Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period.* The objectives of this Statement are to improve relevance and comparability about capital assets and the related cost of borrowing as well as simplify the accounting for interest costs incurred before the end of a construction period. It is anticipated that no action will be required by the Town to implement this Statement. The provisions of this Statement are effective for reporting periods beginning after December 15, 2020
- Statement No. 91, *Conduit Debt Obligations.* The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice. It is anticipated that no action will be required by the Town to implement this Statement. The provisions of this Statement are effective for reporting periods beginning after December 15, 2021

TOWN OF BELLEAIR SHORE, FLORIDA  
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**NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**A. Explanation of Certain Differences between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets**

Following the governmental fund balance sheet is a reconciliation between fund balance – total governmental funds and net assets – governmental activities as reported in the government-wide statement of net assets. A detailed explanation of these differences is provided in this reconciliation.

**B. Explanation of Certain Differences between the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balance and the Government-Wide Statement of Activities**

Following the governmental fund statement of revenues, expenditures, and changes in fund balances, there is a reconciliation between net changes in fund balances – total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. A detailed explanation of these differences is provided in this reconciliation.

**NOTE 3 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A. Budgetary Information** - An annual budget was adopted for the Town's sole governmental fund. The basis on which the budget was prepared is consistent with generally accepted accounting principles for the fund. The Town uses the following procedures in establishing the budgetary data reflected in the accompanying financial statements:

1. On or before July 1st, the Town Clerk submits a preliminary budget to the Town Commission for the ensuing fiscal year.
2. Budget workshop sessions are scheduled by the Town Commission, as needed.
3. A general summary of the budget and notice of public hearing is published in a local newspaper.
4. Prior to October 1st, the budget is legally enacted through passage of an ordinance.
5. The Town Commission, by ordinance, may make supplemental appropriations in excess of those estimated for the year up to the amount of available revenue in accordance with the Town Charter. Prior to the end of the fiscal year, supplemental appropriations are made for unanticipated spending requirements by the Commission.
6. The Town Commission must approve all inter-departmental budget amendments and/or appropriations transfers. Budgetary control is exercised at the fund level.
7. Every appropriation lapses at the close of the fiscal year.

**B. Excess of Expenditures over Appropriations** - During the year ended September 30, 2020, none of the Town's funds reported actual expenditures that exceeded budgetary appropriations for the year.

TOWN OF BELLEAIR SHORE, FLORIDA  
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**NOTE 4 - PROPERTY TAX CALENDAR**

Under Florida law, the assessment of all properties and the collection of all county, municipal and school district property taxes are consolidated in the offices of the County Property Appraiser and County Finance Director. The laws of the state regulating tax assessment are also designed to assure a consistent property valuation method statewide. State Statutes permit municipalities to levy property taxes at a rate of up to 10 mills. The millage rate assessed by the Town was .5823 mills (2020 levy collected in the year ended September 30, 2021).

The property tax calendar is as follows:

Valuation Date	January 1												
Property Appraiser prepares the assessment roll with values as of January 1, submits preliminary roll for approval by the State and notifies each taxing authority of their respective valuations.	July 1												
Town Commission holds two required public hearings and adopts a budget and ad valorem tax millage rate for the coming fiscal year.	September												
Property Appraiser certified the assessment roll and all real and tangible personal property taxes are due and payable (levy date).	November 1												
A Notice of Taxes is mailed to each property owner on the assessment roll. Taxes are paid November through March, with the following applicable discounts:	November 1												
<table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-align: left;"><u>Month Paid</u></th> <th style="text-align: left;"><u>Discount</u></th> </tr> </thead> <tbody> <tr> <td>November .....</td> <td>4%</td> </tr> <tr> <td>December.....</td> <td>3%</td> </tr> <tr> <td>January.....</td> <td>2%</td> </tr> <tr> <td>February.....</td> <td>1%</td> </tr> <tr> <td>March.....</td> <td>None</td> </tr> </tbody> </table>	<u>Month Paid</u>	<u>Discount</u>	November .....	4%	December.....	3%	January.....	2%	February.....	1%	March.....	None	
<u>Month Paid</u>	<u>Discount</u>												
November .....	4%												
December.....	3%												
January.....	2%												
February.....	1%												
March.....	None												
All unpaid taxes on real and tangible personal property become delinquent.	April 1												
A list of unpaid tangible personal property taxes and a list of unpaid real property taxes are advertised.	April/May												
Tax certificates are sold on all real estate parcels with unpaid real property taxes (Lien date).	June 1												
A court order is obtained authorizing the seizure and sale of personal property if the taxpayer fails to pay the delinquent taxes	August												

TOWN OF BELLEAIR SHORE, FLORIDA  
NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 5 -CASH DEPOSITS AND INVESTMENTS**

**Deposits.** At September 30, 2021, the carrying value of the Town's cash deposit accounts totaled \$177,113 and the bank balances totaled \$177,113. The cash deposits are held by banks that qualify as public depositories under the Florida Security for Public Deposits Act (mentioned below) as required by Chapter 280, Florida Statutes and are fully insured.

**Interest Rate Risk.** Generally, the Town limits its exposure to fair value losses arising from increases in interest rates by limiting the investment of its operating funds in investments with maturities of less than one year. Substantially all of the Town's surplus funds are invested in the Florida State Board of Administration investment pool.

**Credit Risk.** The provisions of Section 218.415, Florida Statutes, require that the investment activity of the Town be conducted in accordance with a written investment plan adopted by the governing body. Under that plan, allowable investment instruments include: bonds, notes, certificates of indebtedness, treasury bills, or other securities which are guaranteed by the full faith and credit of the United States of America, interest bearing savings accounts, interest bearing certificates of deposit and interest bearing time deposits, including those held with the Florida State Board of Administration investment pool.

**Custodial Credit Risk.** Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. Pursuant to the applicable provisions of Chapter 280, Florida Statutes, *The Florida Security for Public Deposits Act* ("the Act"), the State of Florida, Department of Financial Services, Division of Treasury, Bureau of Collateral Management have established specific requirements relative to the security and collateralization for public deposits. Accordingly, banks qualifying as a public depository in the State of Florida must adopt the necessary procedures outlined in these statutes and meet all of the requirements of this chapter to be designated by the State's Chief Financial Officer as eligible to receive deposits from municipal depositors. Collateral having a market value equal to 50% of the average daily balance for each month of all public deposits in excess of any applicable depository insurance is required to be pledged or deposited with the State's Chief Financial Officer to secure such deposits. Additional collateral, up to a maximum of 125% may be required if deemed necessary under the conditions set forth in the Act. Securities eligible to be pledged as collateral are generally limited to obligations of the United States government and any state thereof and are held in the name of the State Chief Financial Officer's office. Compliance with the provisions of Chapter 280, Florida Statutes, is monitored by a Qualified Public Depository Oversight Board with members appointed by the State Chief Financial Officer.

At September 30, 2021, all of the Town's deposits were adequately covered by a combination of federal depository insurance and the statutory provisions of the Act.



TOWN OF BELLEAIR SHORE, FLORIDA  
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**NOTE 6 - CAPITAL ASSETS**

The following is a summary of changes in capital assets during the year:

**A. Governmental Activities**

	Balances 9/30/2020	Additions	Deletions	Balances 9/30/2021
Capital assets not being depreciated:				
Land	\$ 21,307	\$ -	\$ -	\$ 21,307
Total capital assets not being depreciated	<u>21,307</u>	<u>-</u>	<u>-</u>	<u>21,307</u>
Capital assets being depreciated:				
Improvements other than buildings	42,295	-	-	42,295
Total capital assets being depreciated	<u>42,295</u>	<u>-</u>	<u>-</u>	<u>42,295</u>
Less accumulated depreciation for:				
Improvements other than buildings	(26,993)	(2,115)	-	(29,108)
Total accumulated depreciation	<u>(26,993)</u>	<u>(2,115)</u>	<u>-</u>	<u>(29,108)</u>
Total capital assets being depreciated, net	<u>15,302</u>	<u>(2,115)</u>	<u>-</u>	<u>13,187</u>
Total capital assets, net	<u>\$ 36,609</u>	<u>\$ (2,115)</u>	<u>\$ -</u>	<u>\$ 34,494</u>
<b>Depreciation</b>				
Culture/recreation				<u>\$ 2,115</u>
Total depreciation expense - governmental activities				<u>\$ 2,115</u>

**NOTE 7 - LEGAL MATTERS**

The Town is from time to time engaged in routine litigation incidental to the conduct of its municipal affairs. In the opinion of Counsel to the Town, no legal proceedings are pending or threatened against the Town, not covered by insurance, which would inhibit the Town's ability to perform its operations or materially affect its financial condition at September 30, 2021.

**NOTE 8 -RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters, all of which is satisfactorily insured by general liability insurance. Commercial insurance policies are also obtained for all other risks of loss, including workers' compensation and employee health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years.

TOWN OF BELLEAIR SHORE, FLORIDA  
NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 9 – AMERICAN RESCUE PLAN ACT DEFERRED REVENUES**

In August of 2021, the American Rescue Plan Act (ARPA) awarded the Town a grant authorized by the Coronavirus Local Fiscal Recovery Fund. The full amount of this grant is expected to be \$57,097, of which 50 percent, or \$28,549, was received by the Town in August 2021.

The grant required the funds to be used for the following restricted purposes:

- 1.) To respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.
- 2.) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the non-entitlement unit of local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work
- 3.) For the provision of government services to the extent of the reduction in revenue of such non-entitlement unit of local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the non-entitlement unit of local government;

Or

- 4.) To make necessary investments in water, sewer, or broadband infrastructure.

Due to the fact that the grant monies were not available to the Town until August of 2021, and due to the fact that there are considerable restrictions over the usage of these funds, and given the fact that these funds are to be used for specific purposes that will benefit future periods, these amounts received as of September 30, 2021 are considered to be deferred grant revenues.

**NOTE 10 - COMMITMENTS AND CONTINGENCIES**

**Grants.** Amounts received or receivable from grantor agencies in current and prior years are subject to audit and adjustment by grantor agencies, principally the federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable fund(s). The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects such amounts, if any, to be immaterial.

**Law Enforcement Services.** On August 18, 2020, the Town renewed its Interlocal Agreement with the Sherriff of Pinellas County, Florida, whereby the Sherriff's Office will continue to provide municipal law enforcement services and equipment to the Town in lieu of the Town using its own personnel and equipment. Under the renewal Agreement, the Town committed to pay \$35,088 the fiscal year ending September 30, 2021. The Town renewed its Interlocal Agreement with Pinellas County, Florida under similar terms for the ending September 30, 2022.

TOWN OF BELLEAIR SHORE, FLORIDA  
NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 11 - SUBSEQUENT EVENTS**

*Evaluation of Events and Transactions.* In preparing these financial statements, the Town has evaluated events and transactions for potential recognition or disclosure through April 11, 2022, the date the financial statements were available to be issued.

***COMPLIANCE SECTION***



**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

The Honorable Mayor  
and Members of the Town Commission  
Town of Belleair Shore, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, , the major fund, and the budgetary comparisons for the general fund of the Town of Belleair Shore, Florida , as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of Belleair Shore, Florida’s basic financial statements and have issued our report thereon dated April 11, 2022.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Belleair Shore, Florida’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town of Belleair Shore, Florida’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Belleair Shore, Florida’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However material weaknesses may exist that have not been identified.

The Honorable Mayor  
and Members of the Town Commission  
Town of Belleair Shore, Florida  
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### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Town of Belleair Shore, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BMC CPAs

April 11, 2022



## MANAGEMENT LETTER

The Honorable Mayor  
and Members of the Town Commission  
Town of Belleair Shore, Florida

### **Report on Financial Statements**

We have audited the financial statements of Town of Belleair Shore, Florida, (the "Town") as of and for the fiscal year ended September 30, 2021, and have issued our report thereon dated April 11, 2022.

### **Auditors' Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reports and Schedule**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated April 11, 2022, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and recommendations made in the preceding annual financial audit report.

### **Official Title and Legal Authority**

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements.

### **Financial Condition**

Section 10.554(1)(i)4 and 10.556(7), Rules of the Auditor General, require that we apply appropriate procedures and report the results of our determination as to whether or not the Town has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Town did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Town. It is management's responsibility to monitor the Town's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same. The financial condition assessment was done as of the fiscal year end.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Annual Financial Report**

Section 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the annual financial report for the Town for the fiscal year ended September 30, 2021, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2021. In connection with our audit, we determined that these two reports were in agreement.

### **Other Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, Council Members, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*BMC CPAs*

April 11, 2022





## INDEPENDENT ACCOUNTANTS' REPORT

The Honorable Mayor  
and Members of the Town Commission  
Town of Belleair Shore, Florida

We have examined the Town of Belleair Shore, Florida's compliance with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, during the period October 1, 2020 to September 30, 2021. Management is responsible for the Town of Belleair Shore, Florida's compliance with those requirements. Our responsibility is to express an opinion on the Town of Belleair Shore, Florida's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Town of Belleair Shore, Florida complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Town of Belleair Shore, Florida complied with the specified requirements. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Town of Belleair Shore, Florida's compliance with specified requirements.

In our opinion, the Town of Belleair Shore, Florida complied, in all material respects, with the aforementioned requirements during the period October 1, 2020 to September 30, 2021.

This report is intended solely for the information and use of management and the State of Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads 'BMC CPAs' in a cursive, stylized font.

April 11, 2022